



STATE OF TENNESSEE
Department of Education

**REQUEST FOR PROPOSALS # 33101-
2014033105FAS5
AMENDMENT # 3
FOR EDUCATOR MANAGEMENT SYSTEM**

DATE: 12/15/2021

RFP # 33101-2014033105FAS5 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		October 18, 2021
2. Disability Accommodation Request Deadline	2:00 p.m.	October 25, 2021
3. Pre-response Conference	1:00 p.m.	October 28, 2021
4. Notice of Intent to Respond Deadline	2:00 p.m.	November 4, 2021
5. Written "Questions & Comments" Deadline	2:00 p.m.	November 18, 2021
6. State Response to Written "Questions & Comments"		December 15, 2021
7. Response Deadline	2:00 p.m.	January 11, 2022
8. State Completion of Technical Response Evaluations		February 9, 2022
9. State Schedules Respondent Oral Presentations		February 10, 2022
10. Respondent Oral Presentation		February 17-24, 2022
11. State Opening & Scoring of Cost Proposals	8:00a.m.	February 25, 2022
12. Negotiations		February 25 – March 4, 2022
13. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	March 7, 2022
14. End of Open File Period		March 14, 2022
15. State sends contract to Contractor for signature		March 15, 2022

16. Contractor Signature Deadline	2:00 p.m.	March 18, 2022
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2. State responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall **NOT** be construed as a change in the actual wording of the RFP document.

Number	Question/Comment	Answer
1	Please confirm DocuSign signatures are acceptable on RFP forms for both technical and pricing proposals.	Yes, DocuSign signatures are acceptable for any required Proposal components where a signature is required and where the RFP clearly notes that an electronic or facsimile signature is acceptable.
2	What are the State's expectations for an implementation timeline for the awarded vendor (i.e., when would the state like initial go-live to be)?	The State expects the proposed Educator Management System (EMS) to "go live" no later than 24 months following contract award date. The vendor should anticipate time for any needed discovery, data migration, development, and roll-out of the system. As noted in RFP Attachment 6.6, Pro forma Section A.13, the Contractor shall provide a Project Plan to the State no later than sixty (60) calendar days after the Contract Effective Date. The Project Plan shall be subject to State approval. The Project Plan shall be electronically maintained and shall detail all aspects of implementation of the EMS and adhere to any specified target dates as communicated by the State. The State and the Contractor shall agree upon estimated timeframes for development of each functional domain within of the EMS, ensuring each functional component within the EMS meet all business requirements for each functional domain as outlined in RFP Attachment 6.6, Pro forma Sections A.3-A.8.
3	Based on the last paragraph in section 1.1 Statement of Procurement Process (bottom of pg. 1) of this RFP, if a vendor responding to this RFP can only provide the leadership development and educator evaluation functional domains but cannot do educator licensure and assignment, credentialing assignments, licensure advancements, will that vendor be considered for award of this solicitation?	<p>TDOE is seeking to procure a comprehensive EMS that supports several functional domains, including Educator Licensure, Educator Evaluation, Educator Preparation Provider information, Leadership Development, and Educator Years of Experience, Staffing Assignment and Salary Scheduling.</p> <p>As noted in RFP Attachment 6.2. — Section A.5., as clarified below, TDOE is seeking a vendor with a demonstrated history of successfully implementing into a production environment a software solution which includes both a licensure and evaluation/talent management system with demonstrated applications in the education sector, in a minimum of one implementation within the United States. Evidence must include a list of implementations, a brief summary of the solution(s) implemented, and contact information for client(s) supported. The implementation must have been accomplished within the last three years.</p> <p>Any requirements that are written within this RFP are meant to allow the State to procure a solution that will meet our current needs for a comprehensive EMS that provides all of the functional domains listed above. These requirements are meant to help prevent any degradation in service to our various stakeholders, and to ensure the State is able to remain in compliance with all statutory requirements.</p>

		<p>Respondents must offer an EMS solution that provides all of this requested functionality in order to meet the requirements of the RFP.</p>
4	<p>Based on the last paragraph in section 1.1 Statement of Procurement Process (bottom of pg. 1) of this RFP, if a vendor responding to this RFP can only provide the leadership development and educator evaluation functional domains but cannot do educator licensure and assignment, credentialing assignments, licensure advancements, will that vendor be considered for award of this solicitation?</p>	<p>See response to Question 3.</p>
5	<p>Is the state interested in a COTS (commercial off-the-shelf) solution or do you prefer more of a custom-developed solution that does not include licensing restrictions?</p>	<p>Any proposed solution for an Educator Management System will need to accommodate for the policy context of educator licensure and evaluation in Tennessee. Any proposed solution must also be malleable enough to account for changes to relevant laws, rules, and policies in Tennessee. All applicants must agree to offer access to their EMS software solution via either a subscription or perpetual licensing model.</p> <p>TDOE is seeking to contract with a vendor who would be able to implement the necessary customizations once the solution is implemented, regardless of whether the solution offered by the</p>

		vendor is a commercial off-the-shelf solution, a custom developed solution, or some hybrid of these two models.
6	Why is past performance required?	<p>Past performance is required in order to ensure that respondents possess the qualifications, competencies, knowledge, personnel, and experience necessary in order to meet the State's needs.</p> <p>TDOE is seeking a vendor with a demonstrated history of successfully implementing into a production environment a software solution which includes both a licensure and evaluation/talent management system with demonstrated applications in the education sector, in a minimum of one implementation within the United States. Evidence must include a list of implementations, a brief summary of the solution(s) implemented, and contact information for client(s) supported. The implementation must have been accomplished within the last three years.</p> <p>Respondents must provide evidence of possessing the qualifications, competencies, knowledge, personnel, and experience necessary in order to meet the State's needs and requirements of the RFP.</p>
7	Do you have an incumbent now?	Yes. The State currently has a contract to provide these services.
8	<p>Could you provide the reason behind why state is mandating the below Requirement?</p> <p>"Respondent must provide evidence of successfully implementing into a production environment an Educator Management System (EMS), which includes both an Educator Licensure System and an Educator Evaluation/Talent Management System which is capable of collecting and weighting multiple educator evaluation measures, in a minimum of one</p>	See response to Question 6.

	implementation within the United States. Evidence must include a list of implementations, a brief summary of EMS solution(s) implemented, and contact information for client(s) supported. The implementation must have been accomplished within the last three years."	
9	Is the TN Department of Education willing to consider response from a vendor who has implemented similar system in scope in a non-education sector?	TDOE will not consider responses from vendors who cannot provide evidence of having successfully implemented a similar software solution in the education sector in the United States within the last 3 years.

3. Delete RFP section Attachment 6.2, Section A.5 in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

A.5.	Respondent must provide evidence of successfully implementing into a production environment a software solution which includes both a licensure and evaluation/talent management system with demonstrated applications in the education sector, in a minimum of one implementation within the United States. Evidence must include a list of implementations, a brief summary of EMS solution(s) implemented, and contact information for client(s) supported. The implementation must have been accomplished within the last three years.
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4. RFP Amendment Effective Date. The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.